**Guide to using**

# FILES2000 Image Resizer Utility

**May 2001**

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# Overview

## *What is FILES2000 Image Resizer*

The FILES2000 Image Resizer is a Visual Basic application designed to provide the FILES2000 administrator with a simple way to verify image sizes and resize images that exceed a set size.

## *Purpose*

This utility will resize images on the FILES2000 network database to a maximum width of 1275 pixels. Images are retrieved and verified that the images are no wider than 1275 pixels. If the image is wider than 1275 pixels, it is resized to that size.

## *Installation*

This utility program must be installed on the FILES2000 administrator's PC in the same directory as the FILES2000 application. It must have access to the images to be resized via a mapped or local drive and path.

## *Introduction*

The dialog box shown below controls the operation of this utility. The copy shown below shows how the menu looks after resizing images. Initially, you will see only the command buttons on the left side. The other information will appear as you click on each button. The general mode of operation is to click on the command buttons in order, from top to bottom. In fact, most of the buttons will be disabled until you have completed the previous functions. Also, in most cases, you cannot go back and repeat a step, so usually the buttons will become disabled after you complete a function.
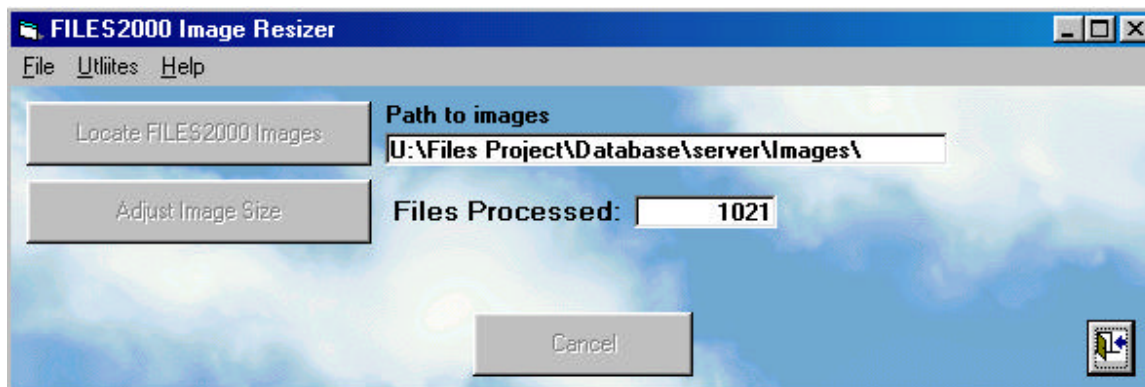


**Figure 1 – FILES2000 Image Resizer Screen**

# Login Procedures

## *Login Process*

When the application is started the user must Login to obtain access to the resizing process of the FILES2000 network database. The application searches for the FILES2000.INI file to obtain specific information required by the application. The password utilized to access this application is the same password that is used by the administrator with the FILES2000 application.

## *Locating INI File*

If the FILES2000.INI file cannot be located, the **"Error Locating FILES2000.INI File"** message box will be displayed. The user can select the **Yes** button to search for the INI file, or select the **No** button to exit the application.
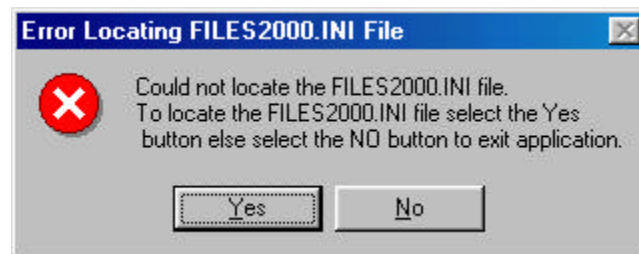


**Figure 2 – Error Locating FILES2000.INI File Screen**

If the user selected the **Yes** button, the **"Locating FILES2000.INI File"** dialog box will be displayed. The user should locate the INI file and select the file. After selecting the file, the user should select the **Open** button to process this action.
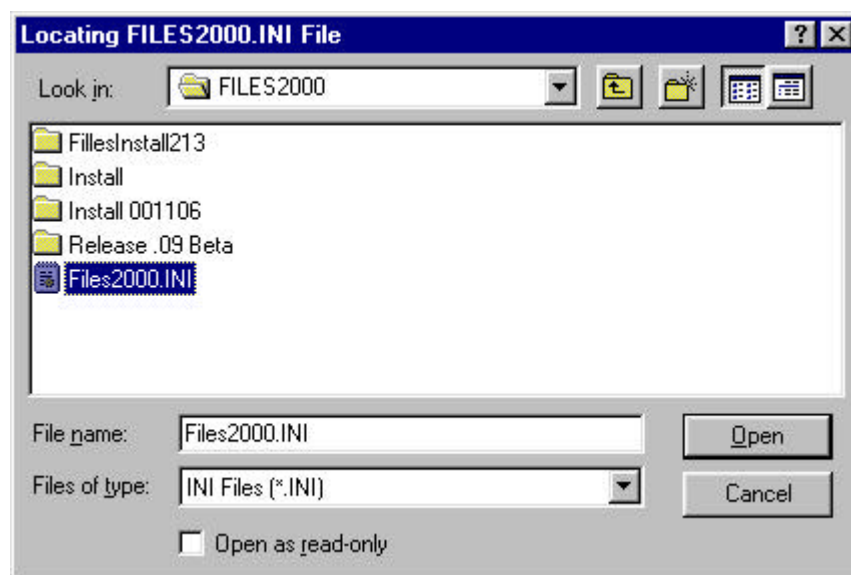


**Figure 3 – Locating FILES2000.INI File Screen**

If the user selects the **Cancel** button on the **"Locating FILES2000.INI File"** dialog box, the **"Exit the Application"** message box will be displayed and the user will be allowed to either continue or exit the application. If the user selects **Yes,** they will exit the application and if they select **No**, they will be returned to the **"Locating FILES2000.INI File"** dialog box.
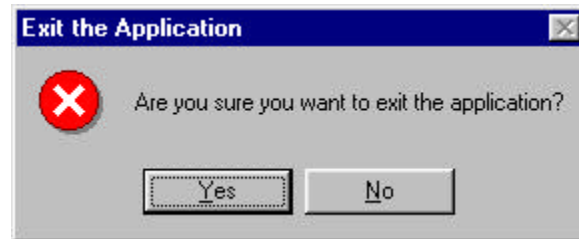


**Figure 4 – Exit Application Screen**

## Login Screen

The **"Welcome to the FILES2000 Image Resizer Application"** message box will be displayed. The user should enter their password for FILES2000 to enter the application. After entering the password the user should select the **OK** button to continue with the application.
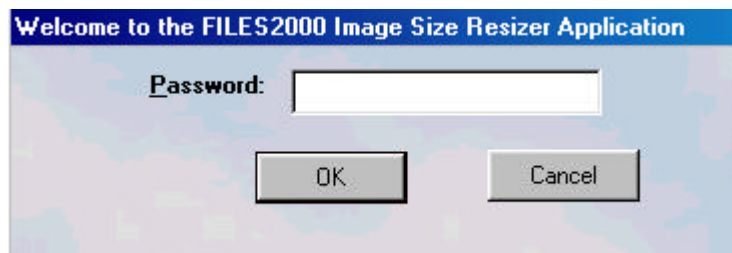


**Figure 5 – Welcome to the FILES2000 Image Resizer Application**

If the user selects the **Cancel** button, the **"Exit the Application"** message box will be displayed and the user will be allowed to either continue or exit the application. If the user selects **Yes,** they will exit the application and if they select **No**, they will be returned to the **"Welcome to the FILES2000 Image Resizer Application"** message box.
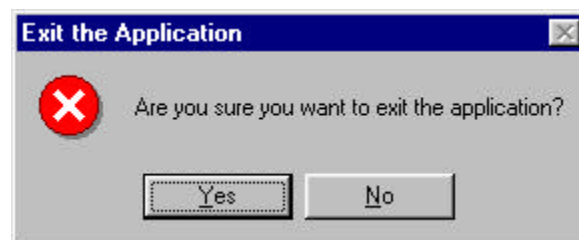


**Figure 6 – Exit Application Screen**

# Locate FILES2000 Image Procedures

## *Locate FILES2000 Images*

This process allows the user to locate the file images directory that contains the images requiring size verification.  The user selects the **Locate FILES2000 Images** button and a dialog box will be displayed for the user to select the location of the image directory where size verification will be processed.  This will normally be the network location where all the images are stored.  If no JPG images exist, a message box will display informing the user that no JPG files are contained in the selected directory.   The user will be given the option to either select another directory or exit the application.    If the directory was already verified and no large image files exist, a message box will be displayed informing the user that no files need resizing. The user will be given the option to either select another directory or exit the application.
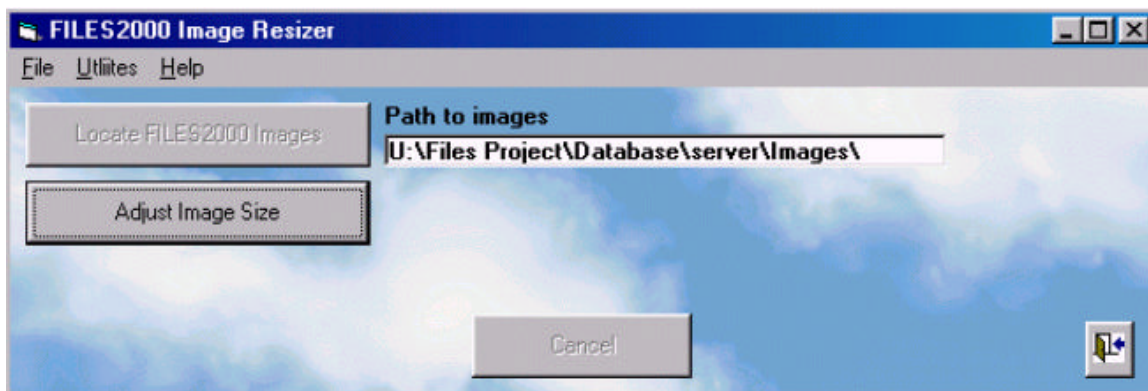


**Figure 7 – FILES2000 Image Resizer Screen**

## Locate Images Dialog

The user should select the drive and directory that contains the network images.  After selecting the drive and directory, the user will select the **OK** button to complete the image file location process.  When the **OK** button is selected, the **Locate FILES2000 Images** button becomes inactive and the **Adjust Image Size** button becomes active.  A message will be displayed showing the location of the path for the image files.
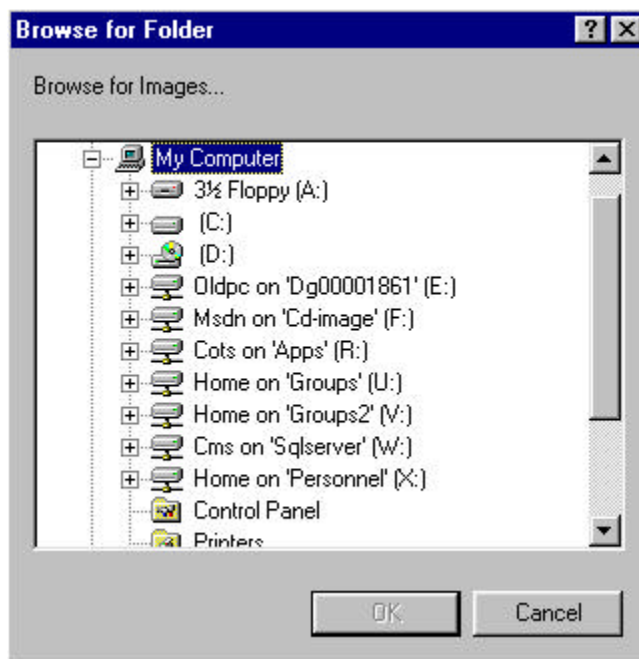


**Figure 8 – Locate FILES2000 Images**

If the user selects the **Cancel** button, a message box will be displayed asking the user if they want to exit the application or return to the application.  If the user selects **No,** they will be returned to the dialog box to select the database directory location.  If the user selects **Yes,** they will exit the application.
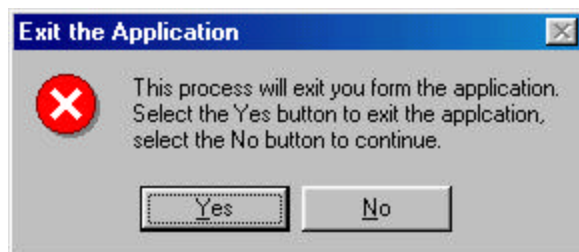


**Figure 9 – Exit Application Screen**

# Adjust Image Size Procedures

## Adjust Image Size

This process will resize image files that are considered large image files on the FILES2000 network database by importing the image and verifying the image size.

## Select Adjust Image Size Button

After the user selects the **Adjust Image Size,** a message will be displayed indicating the number of processed Images that have been resized.  The **Cancel** button will become active.   If the user selects the **Cancel** button, a message box will be displayed asking the user if they want to stop processing the Resizer application.  If the user selects the **Yes** button, the application will terminate.  If the user selects the **No** button, the application will continue. After the process is complete a message box will be displayed informing the user that all the image files have been processed and the **Adjust Image Size** button will become inactive.  This process may take several minutes or several hours based on the number of images, network speed, and workstation processor speed.
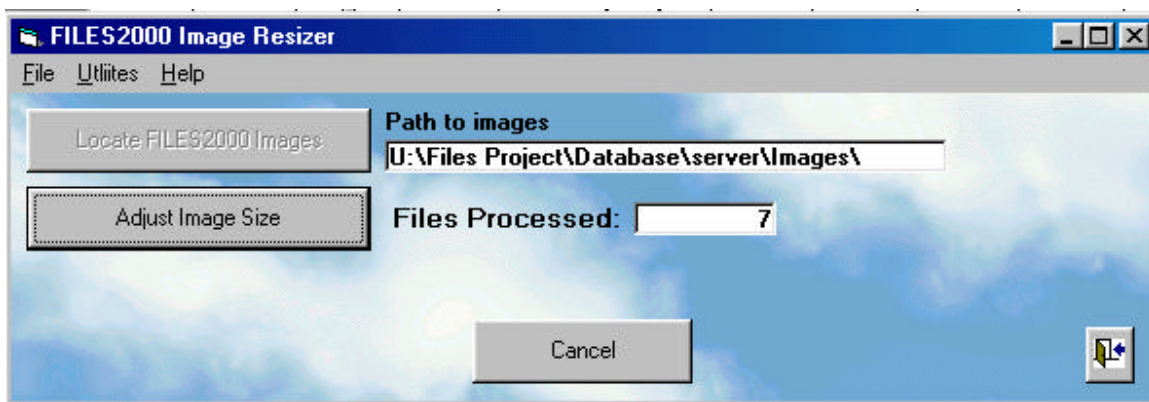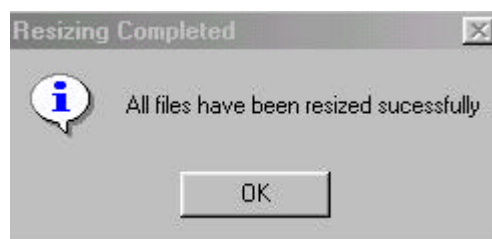


**Figure 10 – FILES2000 Image Resizer Screen**



**Figure 11 – Resizing Completed Message Box**

# Utilities Menu

## *File Count*

The FILES 2000 Image Resizer Utility provides you with a File Count option.  This allows for the user to obtain a count of the images that require resizing in a selected directory prior to executing the Adjust Image Size Resizer process.  A message box is displayed when the user selects the file count process.  This informs the user that the process can take up to several hours.  If the user selects the **Yes** button, the count option will be performed.  If the user selects the **No** button, the count will not be processed.  After the count has been completed, a message box will be displayed informing the user with the number of images that need verification for the selected directory.
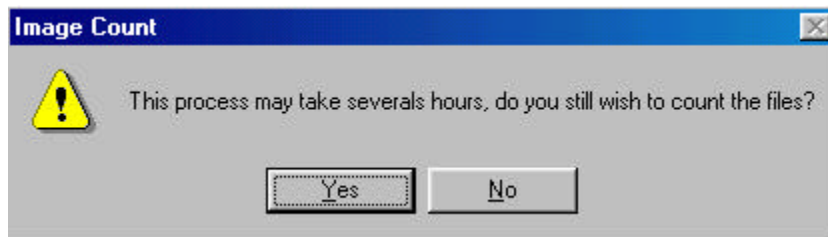


**Figure 12 – Image Count Message Box**



**Figure 13 – Total Image Count Message Box**

# Exiting the Application Procedure

## Select the Door Button

The user will select the **Door** button  to exit the application.

# Help Menu

## About

The FILES 2000 Image Resizer Utility provides you with an About screen that displays information relating to the application name, version, release date, developed for, developed by and developed under information.
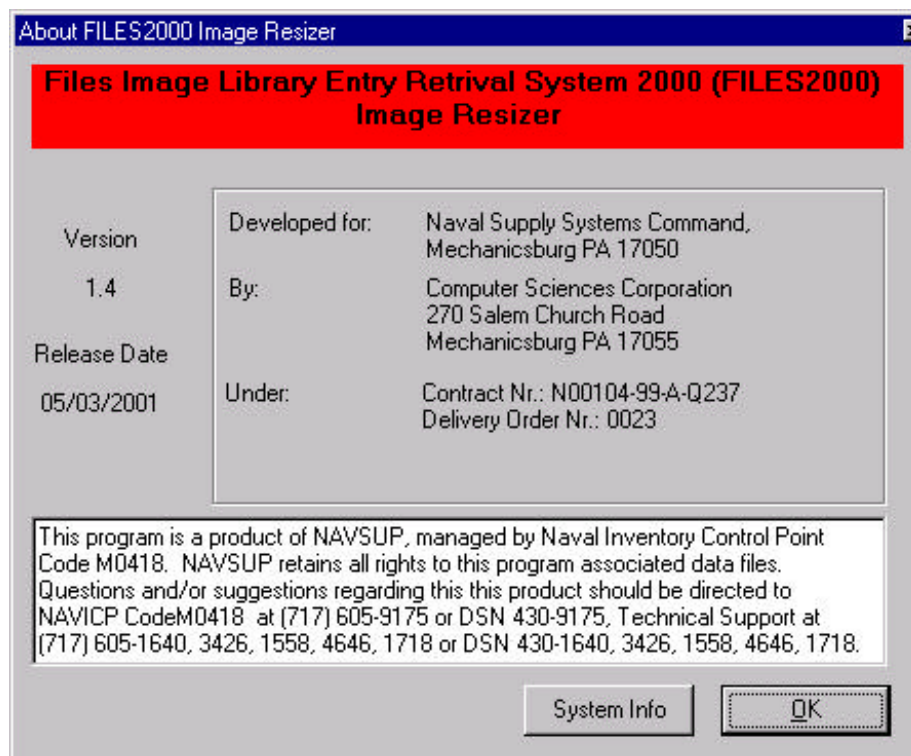


**Figure 14 – About Screen**